

HB Staffing's Interview Grooming Tips

Make sure that your PERFUME or COLOGNE does not enter the interviewing room before you do.

Clients will NOTICE your fingernails. Make sure that they are groomed and tastefully / conservatively manicured.

Clients will NOTICE your shoes. Make sure that they are appropriate and polished.

Clients will NOTICE stains on your clothes. Make sure you have none.

Clients will NOTICE an excessively wrinkled suit. Avoid wearing rayon or other fabrics that wrinkle easily.

Tip: Do not sit on your suit jacket while driving to the interview. Rather, fold it carefully on your back seat.

CLIENTS will NOTICE a 'run' in your stocking. Take a spare pair with you to the interview – just in case you need a change.

CLIENTS will NOTICE that you are two weeks 'overdue' for a haircut or color treatment. A fresh cut or color treatment before the interview is wise.

CLIENTS will NOTICE that your hairstyle is more appropriate for an evening at a nightclub or banquet than business setting.

Dress appropriately for the position / company you are interviewing for and with.

When in doubt, keep it simple and subtle.

In most cases, conservative and professional dress is best.

Stick to a well-tailored neutral color suit – shades of blue or gray are best. And make sure that your suit fits – not too big or small – and is not out-of-date.

Minimize accessories. Jewelry should be classic pieces.

Rule of thumb: No more than 2 rings per hand or one earring per ear. No face jewelry or piercing or ankle bracelets.

Don't wear oversized dangling earrings or flashy jewelry.

Shoes should be conservative and appropriate.

No tennis, open-toed, sling back or mule shoes.

Men should wear ties (in most cases) and collared shirts.

Woman should wear hemlines no higher than 3 inches above knee.

Women should leave their oversized purses in the car trunk.

Briefcases should be clean, organized and conservative (no red).

For most positions/companies, the interview is not the place to make a fashion statement or a 'pitch' for a date with the clothing you wear.

When in doubt about how to dress, skim through some pictures in a Brooks Brothers catalog.

When in doubt about how to dress for an interview, ask your mother. (Just kidding about this one.)
